

ediEnterprise Tips & Shortcuts

Documents to Deliver

CTRL+E will default your log in profile email address when used in the email address field.

Entering Dates

In a date field **Alt+UpArrow** will add 1 month to the date displayed.
Alt+DownArrow with subtract 1 month from the date displayed.

Copying Information

When working within a grid in ediEnterprise use **F9** to copy information from the cell above.

Organisation Record Look Up

Use **F7** for fast look up of Organisation Records within ediEnterprise.

For more information contact:

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Student of the Year Award Presented at CBFCA Conference

As part of our ongoing commitment to industry education, CargoWise edi is pleased to sponsor the CBFCA Student of the Year Award. Stewart Hilton, winner of the 2009 Student of the Year, was flown to Uluru courtesy of CargoWise edi where he was presented with an award and a gift voucher. CargoWise edi congratulates Mr. Hilton on his achievement.



Debbie Boyce, VP Business Development Australasia, presents the award to Stewart Hilton



Update Notes...AP Invoices in Job Billings...Driver and Run Sheet Lists...Cartage Leg Planner Auto Refresh

An 'AP Invoices' tab has been added to all Job Billing forms. From this tab, users granted appropriate security rights can now print the *Cost Confirmation*, *Match Document* or *Self Billing Invoice* for a highlighted AP transaction. This tab is available on all Billing Jobs and Forwarding Consols. *To read the Update Note* [click here](#)

Lists of Drivers and Run Sheets have been added to the LocalTransport Cartage Leg Planner. These lists can be shown or hidden. ediEnterprise has been enhanced to allow a Cartage Leg to be allocated to a Driver or Run Sheet by dragging a Driver or Run Sheet to a Cartage Leg, or dragging the Cartage Leg to a Driver or Run Sheet. *To read the Update Note* [click here](#)

The LocalTransport Cartage Leg Planner Screen can be set to auto-refresh at a selected time interval. The auto-refresh function will automatically update the screen display of job legs with data received via the Vehicle Monitoring and Management (Navman) Interface. *To read the Update Note* [click here](#)

Staff Profile: Sandi Kemp, Account Manager AU/NZ



Prior to joining CargoWise four years ago Sandi worked in the cartage, customs and freight industries for more than 14 years. Sandi enjoys using her experience and expertise to help customers realise the full benefits available through ediEnterprise.

Sandi loves the outdoors, gardening, skiing, tobogganing, kayaking, walking at the beach or visiting the local markets. *To contact Sandi Kemp* email sandi.kemp@cargowise.com